

Volume VII, Section 2 - COD Full Participant Test Cases

Introduction

A Full Participant uses the Common Record in XML format to submit Pell Grant and/or Direct Loan origination and disbursement data to the COD System over the Student Aid Internet Gateway (SAIG). Conversely, a Phase-In Participant continues to use fixed-length record layouts to submit Pell Grant and/or Direct Loan origination and disbursement data to the COD System.

Full Participants should refer to *Volume II of the 2004-2005 COD Technical Reference* for record layouts and processes.

Beginning with award year 2003-2004, schools have the option to choose to process with COD as a Full Participant for one program (e.g. Direct Loan) and process with COD as a Phase-In Participant for the other program (e.g. Pell Grant). As a result, schools can choose to participate in COD School Testing as a Full Participant for one program (e.g. test as a Full Participant for Direct Loan) and a Phase-In Participant for the other program (e.g. test as a Phase-In Participant for Pell Grant). Additionally, schools can choose to participate in COD School Testing for only one program and not participate in testing for the other program.

Schools that choose to participant in COD School Testing as Full Participants can test with the structured test cases described in this guide and will receive from COD receipt and response files.

Test Data Sent from the Schools to the COD System

This section provides an overview of the records schools send to COD during the Full Participant School testing process. Each type of record and its general functionality are described. General test conditions are also discussed.

Common Records

The Common Origination and Disbursement Process for Full Participants utilizes one single record across programs for both originations and disbursements. Full Participants use the Common Record, which uses common data elements, definitions, edits, and structure for Pell Grants and Direct Loans. Although the record has the same layout for all programs, not all data elements are required for each transmission or for each program. This new record layout relies on a new technology called XML.

For school testing, the Common Record is submitted using the message class **CRTESTIN**.

Upon receipt of a Common Record in XML format, the COD System performs an immediate check to determine if the Common Record is readable. If the Common Record is readable and complies with the XML schema, the COD System returns a receipt.

For school testing, the receipt is returned using the message class **CRTESTOP**.

After the COD System transmits a receipt, the COD System classifies the record to determine how it is to be processed. The record is classified as either a new record or an update record.

A new record establishes a new student, award or disbursement on the COD System. There are three types of new records:

- *New Student with a New Award* - If the student identifier does not match any previously submitted to the COD System the record is considered a new student. A student cannot be established on the COD database without establishing an award for the student.
- *New Award* - If the student identifier matches a person already established on the COD System, the system checks to determine if the award is already on file. If not, then the record is considered a new award.
- *New Disbursement* – If the person and award already exist on the COD System, the system checks the disbursement number submitted for the award. If it is not already on file, the system logs the disbursement as a new disbursement. There are two types of disbursement records:
 - *Actual Disbursement* - Actual disbursement records contain a disbursement release indicator = “True”.

- *Edit Only* - Edit only records contain a disbursement release indicator = “False” or omitted. These disbursements are not considered actual disbursements; therefore, they do not substantiate drawdowns or cause funds to be pushed to the school. These records can be thought of as anticipated or pending disbursements in the Phase-In participant fixed-length record process.

An update record performs a change to information or elements that were previously established on the COD System by a new record. There are two types of update records:

- *Update Record* - An update record performs a change to a non-monetary data element that was previously established by a new record OR is used to change disbursement amounts and dates.
- *Release Record* - A release record can be submitted to the COD System with a disbursement release indicator = “True” for a disbursement record previously submitted as an edit only record. A release record signals to the COD System that the disbursement information is an actual disbursement. It either releases funds available to a school via drawdown, or substantiates cash already made available to the school.

After the Common Record is processed, the COD System returns a response to the school.

For school testing, the response is returned using the message class **CRTESTOP**.

Testing with the predefined test data covers scenarios for nine students including:

- New Students with a New Award
- New Disbursements – Actual Disbursements
- New Disbursements – Edit Only Disbursements
- Update Records
- Release Records

The Common Record layout is provided in the *2004-2005 COD Technical Reference, Volume II, Section 3 – Common Record Layout*.

Note: School Testing for 2004-2005 will only involve the 2.0d schema. During the testing process, schools can submit data for 2004-2005 awards. Testing other data in the 2004-2005 schema will not be possible. Testing concurrent award year processing in the 2004-2005 schema will not be possible.

Test Data Received by the Schools from COD

This section provides an overview of the different record types that are received by a school from COD during the test process.

Common Record Receipts

The COD System returns a receipt after it performs an XML schema check. The receipt is sent to the Full Participant after the Common Record is received by the COD System, but before actual processing of the Common Record. This receipt is sent using the message class **CRTESTOP**.

Common Record Response

The Common Record Response is sent back to the school after processing is complete. Schools have the option of selecting between a standard and full Common Record Response. A full response contains all the data elements that were in the original Common Record sent by the school and the rejected data elements and reason codes. A standard response contains only the rejected data elements and error reasons codes. It is recommended that during this testing process, Full Responses be requested. Test responses are sent using the message classes **CRTESTOP**.

Test Execution

In this section, record profiles are described for each test case and test scripts are provided. Use these test scripts in conjunction with the *Volume II, Section 3 – Common Record Layout*. Specific data are defined, and step-by-step instructions for executing the test are provided. Below is a checklist of the major steps in the testing process:

Common Record Manual Verification

The purpose of the Common Record Manual Verification testing is to ensure that the school's XML Common Record is well formed and properly structured according to the rules of the XML Common Record Schema. The COD team manually reviews a Common Record document sent by the school and assists the school in the identification of potential updates to their Common Record submissions. This testing does not validate the data submitted within the Common Record. For this phase of testing, only two student records should be sent in the Common Record.

NOTE: Common Record Manual Verification is a required test phase for all Full Participant schools that participate in school testing.

	Common Record Manual Verification Checklist	
Step	Task	Task Completed
1	Schedule test dates with the COD School Relations Center for XML Common Record Manual Verification Testing (Phase I)	
2	Schools should use the test cases included in this document for the XML Common Record Manual Verification testing. This test data, after it has passed the XML structure verification can be used in the system testing and eliminate the need for the school to create more test data. DO NOT send real SSN, name, and/or address combinations. This is in respect to the Privacy act of 1974.	
3	Schools should email Common Record data to COD School Relations Center. (Email address to be provided upon sign-up for testing)	
4	Schools will receive the results of the XML Common Record Manual Verification via email. The results will include a list of errors and actions that need to be taken by the school to correct the data. It may also include a corrected file for the school to use as a reference for making corrections. Some potential errors are file size errors, missing tags and unused tags.	

Common Record Manual Verification Checklist		
Step	Task	Task Completed
5	Repeat steps 2-4 until test data passes XML Common Record Manual Verification	

Structured Application Testing

The purpose of the Structured Application Testing is to ensure that schools can send, receive, and process batches of records using detailed input instructions with detailed expected results issued by COD. Schools use a test ISIR file supplied by COD that creates a test data set of students to use with the structured test cases. During this phase, Full Participants send Common Record documents to COD and receive Common Record Receipts and Response documents back from COD.

NOTE: Structured Application Testing can begin only after successful completion of the Common Record Manual Verification Testing.

Structured Application Testing		
Step	Task	Task Completed
1	Prepare a test environment using a Test Destination Mailbox, Test message classes (CRTESTIN), School Routing ID, and specified COD forward system date.	
2	Receive a Technical Readiness Call from the COD School Relations Center. Confirms system date for testing.	
3	Schedule test dates with the COD School Relations Center for Structured Application Testing (Phase II).	
4	Prepare the test data (received from COD) for Submission Cycle 1 using the School Test Routing ID.	
5	Send the test document to COD school testing SAIG test mailbox (TG75891).	
6	If a school does not have a response within 2 days contact COD School Relations Center for an update.	
7	Once file has been sent, school must verify that the file has been received via SAIG portal and notify COD School Relations Center that the file has been sent.	
8	If the file was not received by SAIG contact SAIG customer service at http://www.saigportal.sfa.ed.gov/saigprod/portal.jsp for assistance.	
9	Receive notification from the COD School Relations Center that	

Structured Application Testing		
Step	Task	Task Completed
	the Receipt and Response are on the SAIG. Pull the Receipt and Response into the school COD system.	
10	Validate response documents against the published expected results in this document.	
11	Call the COD School Relations Center to confirm results before proceeding.	
12	Repeat steps 4 through 8 for Submission Cycle 2.	
13	Receive notification from the COD School Relations Center that the testing cycle is complete.	
14	<p>If the school is not using a test environment, reset the school's system defaults for production, and verify that the test data is deleted or all test grants/loans are adjusted to \$0.</p> <p>Note: If the school does not reset the defaults, it may cause errors to the production data. Remember to change the school test environment system date back to the correct current date.</p>	

Test Loan Profiles

Case #1: Student 1 applies for a Federal Pell Grant. The student (Student 1) is an undergraduate student (Grade level = 4), and is eligible for a Pell Grant. The first submission contains the Common Record person, award, and disbursement. The school receives a response indicating the Pell award is rejected due to date of birth. Therefore, this case is not included in the second submission cycle.

Case #2: Student 2 applies for a Federal Pell Grant. This student is a second-year student (Grade level = 2), and is eligible for a Pell Grant. The first submission contains the Common Record person, award, and disbursement data with a disbursement release indicator = True. The student is awarded \$900. The second submission contains an adjustment to the disbursement amount.

Case #3: Student 3 applies for a Federal Pell Grant. This student is an incoming first-year student (Grade level = 0), and is eligible for a Pell Grant. The first submission contains the Common Record person, award, and disbursement data with a Disbursement Release Indicator = false. The student is awarded \$4050. The second Common Record contains a Release Record with a Disbursement Release Indicator = true for an actual disbursement.

Case #4: Student 4 applies for a Direct Subsidized loan. This student is a second-year student (Grade level = 2), and the loan is for \$3,225. The first submission contains an Edit-Only Common Record with disbursement information and a Disbursement Release Indicator = false. The second submission includes a change in the student's address.

Case # 5: Student 5 applies for a Direct Unsubsidized loan. This student is an undergraduate student (Grade level = 4), and the loan is for \$3,225. The first submission contains the Edit-Only Common Record with disbursement information and a Disbursement Release Indicator = false. The second submission includes a decrease in the award amount and disbursement amounts and a Release Record with a Disbursement Release Indicator = true for the first actual disbursement.

Case #6: Student 6 applies for a Direct Subsidized loan and Direct Unsubsidized loan. This student is a second-year student (Grade level = 2). The first submission contains the Common Record person, award, disbursement data with a Disbursement Release Indicator = true for both awards. The student is awarded a subsidized loan for \$2000 and an unsubsidized loan for \$1500. The second submission includes a Release Record with a Disbursement Release Indicator = true for the second actual disbursement for both loan awards.

Case #7: Student 7's parent applies for a PLUS Loan. This student is a second-year student (Grade level = 2), and the loan is for \$2000. The first submission contains a Common Record with disbursement information and a Disbursement Release Indicator = true. This case is not included in the second submission.

Note: It is assumed that a valid PLUS Master Promissory Note is on file at COD.

Case #8: Student 8 applies for a Pell Grant, Direct Subsidized loan, and a Direct Unsubsidized loan. This student is a fourth-year student (Grade level = 4). The first submission contains the Common Record person, award, disbursement data with a Disbursement Release Indicator = false for all three awards. The student is awarded a Pell Grant of \$4050, a subsidized loan for \$4000, and an unsubsidized loan for \$4000. The second submission includes a Release Record with a Disbursement Release Indicator = true for the actual disbursements all three awards.

Case #9: Student 9 applies for a Pell Grant, Direct Subsidized loan, and a Direct Unsubsidized loan. This student is a fifth-year student (Grade level = 5). The first submission contains the person, award and actual disbursements with a Disbursement Release Indicator = true for all three awards. The student is awarded a Pell Grant of \$4050, a subsidized loan for \$5500, and an unsubsidized loan for \$3500. The second submission includes the adjustment to \$0 of the unsubsidized award amount and first disbursement.

NOTE: Cases #8 and #9 are included for schools that are Full Participants in both Pell and Direct Loan. Additionally, the school's software must be set up to send Pell and Direct Loan data in the same submission.

Creating Unique Social Security Numbers

Because there are a large number of schools participating in this test, it is desirable to have unique Social Security numbers (SSNs) submitted for test records. The following formula is recommended to generate the SSNs for the school test data. The ISIRs the COD System provides for test data contain the last five characters of the school TG mailbox number as the first five numbers of each SSN. For example, if a school TG mailbox number is TG77778 and the test data defines a SSN of ###-##-0001, use 777-78-0001.

Note: These students will already be created for you and sent via email. The last four digits of the SSNs may vary from the below matrix, but the COD School Relations Center will provide this information prior to testing.

Student Profile Matrix

Student Profile Matrix				
Student Number	Award Type	Student SSN	First Submission	Second Submission
1 (Send)	Pell	###-##-0001	Common Record	N/A
1 (Receive)	Pell	###-##-0001	Receipt Response— Reject	N/A

Student Profile Matrix				
Student Number	Award Type	Student SSN	First Submission	Second Submission
2 (Send)	Pell	###-##-0002	Common Record w/Disbursement Release Indicator = true	Adjustment to disbursement amount.
2 (Receive)	Pell	###-##-0002	Receipt Response	Receipt Response
3 (Send)	Pell	###-##-0003	Common Record w/Disbursement Release Indicator = false	Actual Disbursement w/Disbursement Release Indicator = true
3 (Receive)	Pell	###-##-0003	Receipt Response	Receipt Response
4 (Send)	Direct Loan (Subsidized)	###-##-0004	Common Record w/ Disbursement Release Indicator = false	Change to student permanent address
4 (Receive)	Direct Loan (Subsidized)	###-##-0004	Receipt Response	Receipt Response
5 (Send)	Direct Loan (Unsubsidized)	###-##-0005	Common Record w/ Disbursement Release Indicator = false	Actual Disbursement w/ Disbursement Release Indicator = true Update award amount and disbursement amounts
5 (Receive)	Direct Loan (Unsubsidized)	###-##-0005	Receipt Response	Receipt Response

Student Profile Matrix				
Student Number	Award Type	Student SSN	First Submission	Second Submission
6 (Send)	Direct Loans (Subsidized & Unsubsidized)	###-##-0006	Common Record w/Disbursement Release Indicator = true	2 nd Actual Disbursements w/Disbursement Release Indicator = true
6 (Receive)	Direct Loan (Subsidized & Unsubsidized)	###-##-0006	Receipt Response	Receipt Response
7 (Send)	PLUS	###-##-0007	Common Record w/ Disbursement Release Indicator = true	N/A
7 (Receive)	PLUS	###-##-0007	Receipt Response	N/A
8 (Send)	Pell & Direct Loans (Subsidized & Unsubsidized)	###-##-0008	Common Record w/Disbursement Release Indicator = false	Actual disbursements w/Disbursement Release Indicator = true
8 (Receive)	Pell & Direct Loans (Subsidized & Unsubsidized)	###-##-0008	Receipt Response	Receipt Response
9 (Send)	Pell & Direct Loans (Subsidized & Unsubsidized)	###-##-0009	Common Record w/Disbursement Release Indicator = true	Adjust unsubsidized award amount and 1 st Actual Disbursement to \$0
9 (Receive)	Pell & Direct Loans (Subsidized & Unsubsidized)	###-##-0009	Receipt Response	Receipt Response

Preparing the Test Environment

It is necessary to define separate, independent regions for the school test and production data. Before proceeding with testing, verify that the method defined is valid and that any test data created does not mix with live production data within the school's environment. School test environment must have the ability to modify the system processing date.

Setting System Defaults

For the Testing Process, any defaults in a school's system should be set as follows:

- **Routing Identifier:** (Contact the COD School Relations Center for this information prior to testing)
- **For Pell:**
 - Cost of Attendance = 9000
 - Disbursement Date #1 = 2004-07-07
 - Disbursement Date #2 = 2004-07-15
- **For Direct Loan:**
 - Promissory Note Print Options = Promissory note prints on-site at school
 - Disclosure Statement Print Option = COD prints and sends to borrower
 - Subsidized/Unsubsidized Fee Percentage = 3 or .03
 - PLUS Fee Percentage = 4 or .04
 - Interest Rebate Percentage = 1.5 or .015
 - First Disbursement Date = 2004-07-07
 - Second Disbursement Date = 2004-07-15
 - Loan Period Start Date = 2004-07-02
 - Loan Period End Date = 2005-07-01
 - Student's Academic Year Start Date = 2004-07-02
 - Student's Academic Year End Date = 2005-07-01

Note: The loan period start and end dates must be equal to or within the Student's academic year start and end dates.

First Submission Cycle

In the first submission cycle, a school submits Common Records in XML format for up to nine students. If a school does not participate in Pell, it may skip test cases 1-3 and test cases 8-9. Conversely, if a school does not participate in Direct Loans, it is not necessary to test cases 4-9.

- Three students with only a Pell Grant award
- One student with only a Direct Subsidized Loan award
- One student with only a Direct Unsubsidized Loan award
- One student with a Direct Subsidized Loan award and Direct Unsubsidized Loan award
- One student with a PLUS loan award
- Two students with a Pell Grant award, a Direct Subsidized Loan award and a Direct Unsubsidized Loan award

Once the awards are in XML Common Record format, create one file (batch) to be sent to COD:

First Submission to COD in XML Format		
File Description	Message Class	Maximum Number of Students in Batch
Common Record Documents	CRTESTIN	9

COD processes the files, and the school receives two files from COD in return:

First Submission Receipts and Responses from COD		
File Description	Message Class	Maximum Number of Students in Batch
Common Record Receipts	CRTESTOP	9
Common Record Responses	CRTESTOP	9

The following steps assist the schools in completing these tasks:

Case #1—Pell	
Step	Action/Input
1	<p>Originate and disburse a Pell Grant for Student #1 with an SSN = ###-##-0001, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0001.</p>
2	<p>If you have loaded the provided Test ISIR file, some of the following data for this Pell transmission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p>

Case #1—Pell	
Step	Action/Input
	<p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0001</p> <p>Student's Date of Birth = 1983-01-01</p> <p>Student's Last Name = Test1</p> <p><Name> Complex Element</p> <p>Student's First Name = Student</p> <p>Student's Middle Initial = P</p> <p>Student's Last Name = Test1</p>
3	<p>Award Information:</p> <p><Pell> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 4050.00</p> <p>Cost of Attendance = 9000.00</p> <p>Enrollment Date = 2004-07-01</p> <p>Note: Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.</p>
4	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 2050.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = true</p> <p>Disbursement Sequence Number = 01</p>
5	Save the record

Case #2—Pell	
Step	Action/Input
6	<p>Originate and disburse a Pell Grant for Student #2 with an SSN = ###-##-0002, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0002.</p>
7	<p>If you have loaded the provided Test ISIR file, some of the following data for this Pell transmission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0002</p> <p style="padding-left: 40px;">Student's Date of Birth = 1984-02-02</p> <p style="padding-left: 40px;">Student's Last Name = Test2</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = P</p> <p style="padding-left: 40px;">Student's Last Name = Test2</p>
8	<p>Award Information:</p> <p><Pell> Complex Element</p> <p style="padding-left: 40px;">Award Year = 2005 (2004-2005)</p> <p style="padding-left: 40px;">CPS Transaction Number = 01</p> <p style="padding-left: 40px;">Award Amount = 900.00</p> <p style="padding-left: 40px;">Cost of Attendance = 9000.00</p> <p style="padding-left: 40px;">Enrollment Date = 2004-07-01</p> <p>Note: Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.</p>
9	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p style="padding-left: 40px;">Disbursement Number = 01</p>

	Case #2—Pell
Step	Action/Input
	Disbursement Amount = 450.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = true Disbursement Sequence Number = 01
10	Save the record.

Case #3—Pell	
Step	Action/Input
11	<p>Originate and disburse a Pell Grant for Student #3 with an SSN = ###-##-0003, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0003.</p>
12	<p>If you have loaded the provided Test ISIR file, some of the following data for this Pell transmission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0003</p> <p style="padding-left: 40px;">Student's Date of Birth = 1984-03-03</p> <p style="padding-left: 40px;">Student's Last Name = Test3</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = P</p> <p style="padding-left: 40px;">Student's Last Name = Test3</p>
13	<p>Award Information:</p> <p><Pell> Complex Element</p> <p style="padding-left: 40px;">Award Year = 2005 (2004-2005)</p> <p style="padding-left: 40px;">CPS Transaction Number = 01</p> <p style="padding-left: 40px;">Award Amount = 4050.00</p> <p style="padding-left: 40px;">Cost of Attendance = 9000.00</p> <p style="padding-left: 40px;">Enrollment Date = 2004-07-01</p> <p>Note: Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.</p>
14	Disbursement Information:

	Case #3—Pell
Step	Action/Input
	<Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 2025.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = false Disbursement Sequence Number = 01
15	Save the record.

Case #4—Subsidized Loan	
Step	Action/Input
16	<p>Originate and disburse a Subsidized Loan for Student #4 with an SSN = ###-##-0004, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0004.</p>
17	<p>If you have loaded the provided Test ISIR file, some of the following data for this submission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0004</p> <p style="padding-left: 40px;">Student's Date of Birth = 1982-04-04</p> <p style="padding-left: 40px;">Student's Last Name = Test4</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = S</p> <p style="padding-left: 40px;">Student's Last Name = Test4</p> <p><Contacts> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 4 Main Street</p> <p style="padding-left: 40px;">City = Newark</p> <p style="padding-left: 40px;">State = NJ</p> <p style="padding-left: 40px;">Zip or Postal Code = 07112</p> <p><DefaultOverpayCode> Complex Element</p> <p style="padding-left: 40px;">DefaultOverpayCode = N (No)</p>
18	<p>Award Information:</p> <p><DLLoanInformation> Complex Element</p>

Case #4—Subsidized Loan	
Step	Action/Input
	<p>Loan Key = 1</p> <p>Origination Fee Percentage = .03</p> <p>Interest Rebate Percentage = .015</p> <p>Disclosure Statement Print Indicator = Y (COD prints and sends)</p> <p>Grade Level Indicator = 2</p> <p>Award Begin Date = 2004-07-02</p> <p>Award End Date = 2005-07-01</p> <p>Academic Year Begin Date = 2004-07-02</p> <p>Academic Year End Date = 2005-07-01</p> <p><DL Subsidized> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 3225.00</p> <p>Loan Key = 1</p> <p>Award Number = 001 (maps to the loan sequence #)</p> <p>Award ID = 777780004S05G77778001 (maps to the Loan ID)</p> <p>Award Create Date = CCYY-MM-DD</p> <p>Note: COD obtains the Dependency Status for a student from CPS. You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #4 is dependent.</p>
19	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 1613.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>First Disbursement Flag = true</p> <p>Disbursement Net Amount = 1589.00</p> <p>Disbursement Fee Amount = 48.00</p>

	Case #4—Subsidized Loan
Step	Action/Input
	<p>Interest Rebate Amount = 24.00</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 02</p> <p>Disbursement Amount = 1612.00</p> <p>Disbursement Date = 2004-07-15</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>Disbursement Net Amount = 1588.00</p> <p>Disbursement Fee Amount = 48.00</p> <p>Interest Rebate Amount = 24.00</p>
20	Save the record.

Case #5 – Unsubsidized Loan	
Step	Action/Input
21	<p>Originate and disburse an Unsubsidized Loan for Student #5 with an SSN = ###-##-0005, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0005.</p>
22	<p>If you have loaded the provided Test ISIR file, some of the following data for this submission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0005</p> <p style="padding-left: 40px;">Student's Date of Birth = 1980-05-05</p> <p style="padding-left: 40px;">Student's Last Name = Test5</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = S</p> <p style="padding-left: 40px;">Student's Last Name = Test5</p> <p><Contact> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 5 Main Street</p> <p style="padding-left: 40px;">City = Newark</p> <p style="padding-left: 40px;">State = NJ</p> <p style="padding-left: 40px;">Zip or Postal Code = 07112</p> <p><DefaultOverpayCode> Complex Element</p> <p style="padding-left: 40px;">DefaultOverpayCode = N (No)</p>
23	<p>Award Information:</p> <p><DLLoanInformation> Complex Element</p> <p style="padding-left: 40px;">Loan Key = 1</p>

Case #5 – Unsubsidized Loan	
Step	Action/Input
	<p>Origination Fee Percentage = .03</p> <p>Interest Rebate Percentage = .015</p> <p>Disclosure Statement Print Indicator = Y (COD prints and sends)</p> <p>Grade Level Indicator = 4</p> <p>Award Begin Date = 2004-07-02</p> <p>Award End Date = 2005-07-01</p> <p>Academic Year Begin Date = 2004-07-02</p> <p>Academic Year End Date = 2005-07-01</p> <p><DL Subsidized> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 3225.00</p> <p>Loan Key = 1</p> <p>Award Number = 001 (maps to the loan sequence #)</p> <p>Award ID = 777780005U05G77778 (maps to the Loan ID)</p> <p>Award Create Date = CCYY-MM-DD</p> <p>Note: COD obtains the Dependency Status for a student from CPS. You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #5 is independent.</p>
24	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 1613.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>First Disbursement Flag = true</p> <p>Disbursement Net Amount = 1589.00</p> <p>Disbursement Fee Amount = 48.00</p> <p>Interest Rebate Amount = 24.00</p>

	Case #5 – Unsubsidized Loan
Step	Action/Input
	<Disbursement> Complex element Disbursement Number = 02 Disbursement Amount = 1612.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 1588.00 Disbursement Fee Amount = 48.00 Interest Rebate Amount = 24.00
25	Save the record.

Case #6 – Subsidized Loan and Unsubsidized Loan	
Step	Action/Input
26	<p>Originate and disburse a Subsidized Loan and an Unsubsidized Loan for Student #6 with an SSN = ###-##-0006, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0006.</p>
27	<p>If you have loaded the provided Test ISIR file, some of the following data for this submission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0006</p> <p style="padding-left: 40px;">Student's Date of Birth = 1982-06-06</p> <p style="padding-left: 40px;">Student's Last Name = Test6</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = S</p> <p style="padding-left: 40px;">Student's Last Name = Test6</p> <p><Contact> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 6 Main Street</p> <p style="padding-left: 40px;">City = Fort Lauderdale</p> <p style="padding-left: 40px;">State = FL</p> <p style="padding-left: 40px;">Zip or Postal Code = 33301</p> <p><DefaultOverpayCode> Complex Element</p> <p style="padding-left: 40px;">DefaultOverpayCode = N (No)</p>
28	<p>Award Information:</p> <p><DLLoanInformation> Complex Element</p> <p style="padding-left: 40px;">Loan Key = 1</p>

Case #6 – Subsidized Loan and Unsubsidized Loan	
Step	Action/Input
	<p>Origination Fee Percentage = .03</p> <p>Interest Rebate Percentage = .015</p> <p>Disclosure Statement Print Indicator = Y (COD prints and sends)</p> <p>Grade Level Indicator = 2</p> <p>Award Begin Date = 2004-07-02</p> <p>Award End Date = 2005-07-01</p> <p>Academic Year Begin Date = 2004-07-02</p> <p>Academic Year End Date = 2005-07-01</p> <p><DLSubsidized> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 2000.00</p> <p>Loan Key = 1</p> <p>Award Number = 001 (maps to the loan sequence #)</p> <p>Award ID = 777780006S05G77778 (maps to the Loan ID)</p> <p>Award Create Date = CCYY-MM-DD</p> <p>Note: COD obtains the Dependency Status for a student from CPS. You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #6 is dependent.</p>
29	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 1000.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = true</p> <p>Disbursement Sequence Number = 01</p> <p>First Disbursement Flag = true</p> <p>Disbursement Net Amount = 985.00</p> <p>Disbursement Fee Amount = 30.00</p> <p>Interest Rebate Amount = 15.00</p>

Case #6 – Subsidized Loan and Unsubsidized Loan	
Step	Action/Input
	<Disbursement> Complex element Disbursement Number = 02 Disbursement Amount = 1000.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 985.00 Disbursement Fee Amount = 30.00 Interest Rebate Amount = 15.00
30	<DLUnsubsidized> Complex Element Award Year = 2005 (2004-2005) CPS Transaction Number = 01 Award Amount = 1500.00 Loan Key = 1 Award Number = 001 (maps to the loan sequence #) Award ID = 777780006U05G77778 (maps to the Loan ID) Award Create Date = CCYY-MM-DD
31	Disbursement Information: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 750.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = true Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 739.00 Disbursement Fee Amount = 22.00 Interest Rebate Amount = 11.00 <Disbursement> Complex element Disbursement Number = 02

	Case #6 – Subsidized Loan and Unsubsidized Loan
Step	Action/Input
	Disbursement Amount = 750.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 739.00 Disbursement Fee Amount = 22.00 Interest Rebate Amount = 11.00
32	Save the record to your system.

Case #7 – PLUS Loan	
Step	Action/Input
33	<p>Originate and disburse a PLUS Loan for Student #7 with an SSN = ###-##-0007, where ###-## represents the 5 characters of the specified test mailbox (TG number). The Student #7's Parent Borrower SSN = ###-##-0707</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0007.</p> <p>Note: It is assumed that a valid PLUS Master Promissory Note is on file at COD for this borrower.</p>
34	<p>If you have loaded the provided Test ISIR file, some of the following data for this submission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0007</p> <p style="padding-left: 40px;">Student's Date of Birth = 1982-07-07</p> <p style="padding-left: 40px;">Student's Last Name = Test7</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = S</p> <p style="padding-left: 40px;">Student's Last Name = Test7</p> <p><Contacts> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 7 Main Street</p> <p style="padding-left: 40px;">City = Fort Lauderdale</p> <p style="padding-left: 40px;">State = FL</p> <p style="padding-left: 40px;">Zip or Postal Code = 33301</p> <p style="padding-left: 40px;">CitizenshipStatusCode = 1</p> <p><DefaultOverpayCode> Complex Element</p>

Case #7 – PLUS Loan	
Step	Action/Input
	DefaultOverpayCode = N (No)
35	<p>Award Information:</p> <p><DLLoanInformation> Complex Element</p> <p>Loan Key = 1</p> <p>Origination Fee Percentage = .04</p> <p>Interest Rebate Percentage = .015</p> <p>Disclosure Statement Print Indicator = Y (COD prints and sends)</p> <p>Grade Level Indicator = 2</p> <p>Award Begin Date = 2004-07-02</p> <p>Award End Date = 2005-07-01</p> <p>Academic Year Begin Date = 2004-07-02</p> <p>Academic Year End Date = 2005-07-01</p> <p><DL PLUS> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 1000.00</p> <p>Loan Key = 1</p> <p>Award Number = 001 (maps to the loan sequence #)</p> <p>Award ID = 777780007P05G77778001 (maps to the Loan ID)</p> <p>Award Create Date = CCYY-MM-DD</p> <p>Note: COD obtains the Dependency Status for a student from CPS. You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #7 is dependent.</p>
36	<p>Borrower:</p> <p>Borrower Identifier (SSN, Date of Birth, Last Name)=</p> <p>Borrower SSN = ###-##-0707</p> <p>Borrower Date of Birth = 1953-07-07</p> <p>Borrower Last Name = Test7</p> <p><Name> Complex Element</p> <p>Borrower First Name = Parent</p>

Case #7 – PLUS Loan	
Step	Action/Input
	Borrower Middle Initial = P Borrower Last Name = Test7 <Contacts> Complex Element <Address> Complex Element Address = 7 Main Street City = Fort Lauderdale State = FL Zip or Postal Code = 33301 CitizenshipStatusCode = 1 <DefaultOverpayCode> Complex Element DefaultOverpayCode = N (No)
37	Disbursement Information: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 1000.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = true Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 975.00 Disbursement Fee Amount = 40.00 Interest Rebate Amount = 15.00
38	Save the record.

Case #8 – Pell Grant, Subsidized Loan and Unsubsidized Loan	
Step	Action/Input
39	<p>Originate and disburse a Pell Grant, Subsidized Loan and an Unsubsidized Loan for Student #8 with an SSN = ###-##-0008, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0008.</p>
40	<p>If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0008</p> <p style="padding-left: 40px;">Student's Date of Birth = 1982-08-08</p> <p style="padding-left: 40px;">Student's Last Name = Test8</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = C</p> <p style="padding-left: 40px;">Student's Last Name = Test8</p> <p><Contact> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 8 Main Street</p> <p style="padding-left: 40px;">City = San Francisco</p> <p style="padding-left: 40px;">State = CA</p> <p style="padding-left: 40px;">Zip or Postal Code = 94109</p> <p><DefaultOverpayCode> Complex Element</p> <p style="padding-left: 40px;">Loan Default/Grant Overpayment = N (No)</p>
41	<p>Pell Award Information:</p> <p><Pell> Complex Element</p> <p style="padding-left: 40px;">Award Year = 2005 (2004-2005)</p> <p style="padding-left: 40px;">CPS Transaction Number = 01</p>

	Case #8 – Pell Grant, Subsidized Loan and Unsubsidized Loan
Step	Action/Input
	Award Amount = 4050.00 Cost of Attendance = 9000.00 Enrollment Date = 2004-07-01 Note: Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.
42	Disbursement Information: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 2025.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = false Disbursement Sequence Number = 01
43	Save the record
44	Award Information: <DLLoanInformation> Complex Element Loan Key = 1 Origination Fee Percentage = .03 Interest Rebate Percentage = .015 Disclosure Statement Print Indicator = Y (COD prints and sends) Grade Level Indicator = 4 Award Begin Date = 2004-07-02 Award End Date = 2005-07-01 Academic Year Begin Date = 2004-07-02 Academic Year End Date = 2005-07-01 <DLSubsidized> Complex Element Award Year = 2005 (2004-2005) CPS Transaction Number = 01 Award Amount = 4000.00 Loan Key = 1 Award Number = 001 (maps to the loan sequence #)

	Case #8 – Pell Grant, Subsidized Loan and Unsubsidized Loan
Step	Action/Input
	Award ID = 777780008S05G77778 (maps to the Loan ID) Award Create Date = CCYY-MM-DD
45	Disbursement Information: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 2000.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = false Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 1970.00 Disbursement Fee Amount = 60.00 Interest Rebate Amount = 30.00 <Disbursement> Complex element Disbursement Number = 02 Disbursement Amount = 2000.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 1970.00 Disbursement Fee Amount = 60.00 Interest Rebate Amount = 30.00
46	<DLUnsubsidized> Complex Element Award Year = 2005 (2004-2005) CPS Transaction Number = 01 Award Amount = 1000.00 Loan Key = 1 Award Number = 001 (maps to the loan sequence #) Award ID = 777780008U05G77778 (maps to the Loan ID) Award Create Date = CCYY-MM-DD Note: COD obtains the Dependency Status for a student from CPS.

	Case #8 – Pell Grant, Subsidized Loan and Unsubsidized Loan
Step	Action/Input
	<p>You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #8 to dependent.</p>
47	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 500.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>First Disbursement Flag = true</p> <p>Disbursement Net Amount = 493.00</p> <p>Disbursement Fee Amount = 15.00</p> <p>Interest Rebate Amount = 8.00</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 02</p> <p>Disbursement Amount = 500.00</p> <p>Disbursement Date = 2004-07-15</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>Disbursement Net Amount = 493.00</p> <p>Disbursement Fee Amount = 15.00</p> <p>Interest Rebate Amount = 8.00</p>
48	Save the record.

Case #9– Pell, Subsidized Loan, Unsubsidized Loan	
Step	Action/Input
49	<p>Originate and disburse a Pell Grant, a Subsidized Loan and an Unsubsidized Loan for Student #9 with an SSN = ###-##-0009, where ###-## represents the 5 characters of the specified test mailbox (TG number).</p> <p>For example: If the specified test mailbox (TG Number) is 77778, the SSN for this student is 777-78-0009.</p>
50	<p>If you have loaded the provided Test ISIR file, some of the following data for this transmission may already be available in your system.</p> <p>Verify the data in your system agrees with the test data outlined below adding or updating data to your system whenever necessary.</p> <p>Submit a Common Record containing the following information:</p> <p>Student:</p> <p>Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p style="padding-left: 40px;">Student's Current SSN = ###-##-0009</p> <p style="padding-left: 40px;">Student's Date of Birth = 1983-09-09</p> <p style="padding-left: 40px;">Student's Last Name = Test9</p> <p><Name> Complex Element</p> <p style="padding-left: 40px;">Student's First Name = Student</p> <p style="padding-left: 40px;">Student's Middle Initial = C</p> <p style="padding-left: 40px;">Student's Last Name = Test9</p> <p><Contact> Complex Element</p> <p><Address> Complex Element</p> <p style="padding-left: 40px;">Address = 9 Main Street</p> <p style="padding-left: 40px;">City = San Francisco</p> <p style="padding-left: 40px;">State = CA</p> <p style="padding-left: 40px;">Zip or Postal Code = 94109</p> <p><DefaultOverpayCode> Complex Element</p> <p style="padding-left: 40px;">Loan Default/Grant Overpayment = N (No)</p>
51	<p>Pell Award Information:</p> <p><Pell> Complex Element</p> <p style="padding-left: 40px;">Award Year = 2005 (2004-2005)</p>

Case #9– Pell, Subsidized Loan, Unsubsidized Loan	
Step	Action/Input
	<p>CPS Transaction Number = 01</p> <p>Award Amount = 4050.00</p> <p>Cost of Attendance = 9000.00</p> <p>Enrollment Date = 2004-07-01</p> <p>Note: Expected Family Contribution (EFC) is not submitted to COD as COD receives this data through an interface with CPS. This test case does NOT use the Secondary EFC.</p>
52	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 2025.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = true</p> <p>Disbursement Sequence Number = 01</p>
53	Save the record.
54	<p>Direct Loan Award Information:</p> <p><DLLoanInformation> Complex Element</p> <p>Loan Key = 1</p> <p>Origination Fee Percentage = .03</p> <p>Interest Rebate Percentage = .015</p> <p>Disclosure Statement Print Indicator = Y (COD prints and sends)</p> <p>Grade Level Indicator = 5</p> <p>Award Begin Date = 2004-07-02</p> <p>Award End Date = 2005-07-01</p> <p>Academic Year Begin Date = 2004-07-02</p> <p>Academic Year End Date = 2005-07-01</p> <p><DLSubsidized> Complex Element</p> <p>Award Year = 2005 (2004-2005)</p> <p>CPS Transaction Number = 01</p> <p>Award Amount = 5500.00</p> <p>Loan Key = 1</p>

Case #9– Pell, Subsidized Loan, Unsubsidized Loan	
Step	Action/Input
	Award Number = 001 (maps to the loan sequence #) Award ID = 777780009S05G77778 (maps to the Loan ID) Award Create Date = CCYY-MM-DD
55	Disbursement Information: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 2750.00 Disbursement Date = 2004-07-07 Disbursement Release Indicator = true Disbursement Sequence Number = 01 First Disbursement Flag = true Disbursement Net Amount = 2709.00 Disbursement Fee Amount = 82.00 Interest Rebate Amount = 41.00 <Disbursement> Complex element Disbursement Number = 02 Disbursement Amount = 2750.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = false Disbursement Sequence Number = 01 Disbursement Net Amount = 2709.00 Disbursement Fee Amount = 82.00 Interest Rebate Amount = 41.00
56	<DLUnsubsidized> Complex Element Award Year = 2005 (2004-2005) CPS Transaction Number = 01 Award Amount = 3500.00 Loan Key = 1 Award Number = 001 (maps to the loan sequence #) Award ID = 777780009U05G77778 (maps to the Loan ID)

	Case #9– Pell, Subsidized Loan, Unsubsidized Loan
Step	Action/Input
	<p>Award Create Date = CCYY-MM-DD</p> <p>Additional Unsub Loan for Health Profession Programs = true</p> <p>Note: COD obtains the Dependency Status for a student from CPS. You only need to submit dependency status in the event that you want to override the status at CPS due to professional judgment.</p> <p>Student #9 is dependent.</p>
57	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 1750.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Release Indicator = true</p> <p>Disbursement Sequence Number = 01</p> <p>First Disbursement Flag = true</p> <p>Disbursement Net Amount = 1724.00</p> <p>Disbursement Fee Amount = 52.00</p> <p>Interest Rebate Amount = 26.00</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 02</p> <p>Disbursement Amount = 1750.00</p> <p>Disbursement Date = 2004-07-15</p> <p>Disbursement Release Indicator = false</p> <p>Disbursement Sequence Number = 01</p> <p>Disbursement Net Amount = 1724.00</p> <p>Disbursement Fee Amount = 52.00</p> <p>Interest Rebate Amount = 26.00</p>

Prepare Document Block and Entity Block for Batch	
Step	Action/Input
58	<p>Transmit the following Document tags with this batch to COD:</p> <p><CommonRecordxmlsn="http://www.ed.gov/FSA/COD/2004/v2.0d"> (Root element for the document) <DocumentId> (Date/Time stamp with Source Entity ID) <CreatedDateTime> (CCYY-MM-DDTHH:mm:ss.ff <Source> <School EntityId="99999999"> or <ThirdPartyServicer EntityID="99999999"> <Destination> <COD EntityId="99999999"></p> <p><FullResponseCode> = F (Full Response)</p>
59	<p>Transmit the following Entity tags with this batch to COD:</p> <p><ReportingSchoolEntityId="99999999"> <ReportedFinancialSummary> <FinancialAwardType> <FinancialAwardYear> <TotalCount> <TotalReportedAward> <TotalReportedDisbursement> <AttendedSchoolEntityId=99999999></p>

Send Files to COD	
Step	Action/Input
60	Prepare the Common Record in XML.
61	Transmit the batch to COD via the SAIG using the message class CRTESTIN and your Test Destination Mailbox.
62	COD processes and the Receipts and Response records are then placed on the SAIG to be retrieved.

Receive Receipts and Responses from COD	
Step	Action/Input
63	Import the Receipts into the school's system. The message class is CRTESTOP.
64	Import the Response into the school's system. The message class is CRTESTOP.
65	Verify the results and the successful completion of the first cycle with the

	COD School Relations Center. Please do not proceed to the second submission cycle until the verification.
--	---

Second Submission Cycle

In the second submission cycle, a school performs the following steps:

- Submit updates to Student demographic data
- Submit updates and adjustments to award and disbursement amounts
- Submit Release Records for actual disbursements

Second Submission to COD in XML		
File Description	Message Class	Number of Students in Batch
Common Record Documents	CRTESTIN	7

COD processes the files, and the school receives two files from COD in return:

Second Submission Receipts and Responses from COD		
File Description	Message Class	Number of Students in Batch
Common Record Receipts	CRTESTOP	7
Common Record Response Documents	CRTESTOP	7

The following steps assist a school in completing these tasks:

Steps for Schools	
Step	Action/Input
0	<p>For the purpose of this test, Direct Loan promissory notes and promissory note Responses are not generated. COD simulated in Cycle 1 that valid MPNs were already on file for these students and the loan records were linked to the MPNs. The MPN status was returned in Cycle 1 on the Response.</p> <p>CASE # 1 AND #7 ARE NOT IN CYCLE 2.</p>

Case #2—Pell	
Step	Action/Input
1	Retrieve student #2 (###-##-0002).
2	Submit the Student Identifier (current student SSN, Date of Birth, Last Name) = Student's Current SSN = ###-##-0002 Student's Date of Birth = 1984-02-02 Student's Last Name = Test2
3	Disbursement Information to adjust the first disbursement amount: <Disbursement> Complex element Disbursement Number = 01 Disbursement Amount = 400.00 Disbursement Date = 2004-07-15 Disbursement Release Indicator = true Disbursement Sequence Number = 02
4	Before proceeding, make sure the record is saved.

Case #3—Pell	
Step	Action/Input
5	Retrieve student #3 (###-##-0003).
6	<p>Submit the Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0003</p> <p>Student's Date of Birth = 1984-03-03</p> <p>Student's Last Name = Test3</p>
7	<p>Disbursement Information:</p> <p><Disbursement> Complex element</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = 2025.00</p> <p>Disbursement Date = 2004-07-15</p> <p>Disbursement Release Indicator = true</p> <p>Disbursement Sequence Number = 01</p>
8	Save the record.

Case #4—Subsidized Loan									
Step	Action/Input								
9	Retrieve student #4 (###-##-0004).								
10	<p>Submit the Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0004</p> <p>Student's Date of Birth = 1982-04-04</p> <p>Student's Last Name = Test4</p>								
11	<p>Update the following data elements for this student::</p> <p>Change the permanent address:</p> <table> <tr> <td>From: "4 Main Street"</td><td>To: "4 Moved Street"</td></tr> <tr> <td>From: "Newark"</td><td>To: "Portland"</td></tr> <tr> <td>From: "NJ"</td><td>To: "OR"</td></tr> <tr> <td>From: "07112"</td><td>To: "97232"</td></tr> </table>	From: "4 Main Street"	To: "4 Moved Street"	From: "Newark"	To: "Portland"	From: "NJ"	To: "OR"	From: "07112"	To: "97232"
From: "4 Main Street"	To: "4 Moved Street"								
From: "Newark"	To: "Portland"								
From: "NJ"	To: "OR"								
From: "07112"	To: "97232"								
12	Save the record.								

Case #5—Unsubsidized Loan	
Step	Action/Input
13	Retrieve the Common Record for student ###-##-0005.
14	<p>Submit the Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0005</p> <p>Student's Date of Birth = 1980-05-05</p> <p>Student's Last Name = Test5</p>
15	<p>Update the Award Amount:</p> <p>From: 3225.00 To: 2800.00</p>
16	<p>Update the Disbursement Information for:</p> <p>Disbursement Number = 01</p> <p>Disbursement Sequence Number = 01</p> <p>Update Disbursement Amounts:</p> <p>Disb Amount: From: 1613.00 To: 1400.00</p> <p>Disb Fee Amount: From: 48.00 To: 42.00</p> <p>Interest Rebate Amount: From: 24.00 To: 21.00</p> <p>Disb Net Amount: From: 1589.00 To: 1379.00</p> <p>Disbursement Release Indicator = true</p>
17	<p>Update the Disbursement Information for:</p> <p>Disbursement Number = 02</p> <p>Disbursement Sequence Number = 01</p> <p>Update Disbursement Amounts:</p> <p>Disb Amount: From: 1612.00 To: 1400.00</p> <p>Disb Fee Amount: From: 48.00 To: 42.00</p> <p>Interest Rebate Amount: From: 24.00 To: 21.00</p> <p>Disb Net Amount: From: 1588.00 To: 1379.00</p> <p>Disbursement Release Indicator = false</p>
18	Save the record.

Case #6—Subsidized and Unsubsidized Loan	
Step	Action/Input
19	Retrieve student ###-##-0006.
20	Submit the Student Identifier (current student SSN, Date of Birth, Last Name) = Student's Current SSN = ###-##-0006 Student's Date of Birth = 1982-06-06 Student's Last Name = Test6
21	Update the Disbursement Information for Subsidized and Unsubsidized Loans: Disbursement Number = 02 Disbursement Sequence Number = 01 Disbursement Release Indicator = true
22	Save the record.

	Case #8—Pell, Subsidized and Unsubsidized Loan
Step	Action/Input
23	Retrieve student ###-##-0008.
24	<p>Submit the Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0008</p> <p>Student's Date of Birth = 1982-08-08</p> <p>Student's Last Name = Test8</p>
25	<p>Update the Disbursement Information for Pell, Direct Loan Subsidized and Unsubsidized Loans:</p> <p>Disbursement Number = 01</p> <p>Disbursement Sequence Number = 01</p> <p>Disbursement Release Indicator = true</p>
26	Save the record.

Case #9—Pell, Subsidized and Unsubsidized Loan	
Step	Action/Input
27	Retrieve student #9 (###-##-0009).
28	<p>Submit the Student Identifier (current student SSN, Date of Birth, Last Name) =</p> <p>Student's Current SSN = ###-##-0009</p> <p>Student's Date of Birth = 1982-09-09</p> <p>Student's Last Name = Test9</p>
29	<p>Update the Award Amount for the Unsubsidized Loan:</p> <p>From: 3500.00 To: 0.00</p>
30	<p>Submit Disbursement Information for an Adjustment to Disbursement Number 01:</p> <p>Disbursement Number = 01</p> <p>Disbursement Amount = \$0.00</p> <p>Disbursement Date = 2004-07-07</p> <p>Disbursement Sequence Number = 02</p> <p>Disbursement Net Amount = 0.00</p> <p>Disbursement Fee Amount = 0.00</p> <p>Interest Rebate Amount = 0.00</p>
31	<p>Update the Disbursement Information for:</p> <p>Disbursement Number = 02</p> <p>Disbursement Sequence Number = 01</p> <p>Update Disbursement Amounts:</p> <p>Disb Amount: From: 1750.00 To: 0.00</p> <p>Disb Fee Amount: From: 52.00 To: 0.00</p> <p>Interest Rebate Amount: From: 26.00 To: 0.00</p> <p>Disb Net Amount: From: 1724.00 To: 0.00</p>
32	Save the record.

Prepare Document Block and Entity Block for Batch	
Step	Action/Input
33	<p>Transmit the following Document tags with this batch to COD:</p> <pre> <CommonRecordxmlns="http://www.ed.gov/FSA/COD/2004/v2.0d"> (Root element for the document) <DocumentId> (Date/Time stamp with Source Entity ID) <CreatedDateTime> (CCYY-MM-DDTHH:mm:ss.ff <Source> <XXXXXX EntityId="99999999"> <Destination> <XXXXXX EntityId="99999999"> <FullResponseCode> = F (Full Response) </pre>
34	<p>Transmit the following Entity tags with this batch to COD:</p> <pre> <ReportingSchoolEntityId="99999999"> <ReportedFinancialSummary> <FinancialAwardType> <FinancialAwardYear> <TotalCount> <TotalReportedAward> <TotalReportedDisbursement> <AttendedSchoolEntityId=99999999> </pre>

Send Files to COD	
Step	Action/Input
35	Prepare the Common Record in XML.
36	Transmit the batch to COD via the SAIG using the message class CRTESTIN and your Test Destination Mailbox.
37	COD processes and the Receipts and Response records are then placed on the SAIG to be retrieved.

Receive Receipts and Responses from COD	
Step	Action/Input
38	Import the Receipts into the school's system. The message class is CRTESTOP.
39	Contact the COD School Relations Center to verify the results and the successful completion of the second submission cycle.

Wrap-Up

This section describes the final steps associated with the testing process and provides some suggestions for the school during the conversion to a production status.

Notification of Results

The COD School Relations Center notifies the contact person at the participating school of the results of each test submission cycle. If problems are discovered, a retest is scheduled. The contact person should be available during the testing period to assist, analyze problems, and coordinate any follow-up tests that may be required. Schools should contact the COD School Relations Center if test results are not received or communicated when expected.

Preparing School Database for Production

The school should clean out their system (for example, remove all test data) before sending production data.

Warning: Ensure that the system date is changed back to the current date and that message classes and destinations have been changed from ‘test’ to ‘production.’

Warning: All test data must be removed from a school’s system prior to beginning actual processing and before sending production (live) data to COD.

Warning: Test Message Classes and the Test Destination Mailbox CANNOT be used to process production data.

Note: Full Participant production data is processed using the Full Participant production message classes outlined in the *Volume II, Section II of the 2004-2005 COD Technical Reference*.